

SERVING IT SAFE

How can foodborne illness be prevented during the eight steps of the foodservice process?

Begin by following the rules of good personal hygiene and maintaining a clean and sanitary foodservice facility.

STEP 1 Purchasing

- Buy from reputable vendors.
- Include food safety standards in purchasing agreements.

STEP 2 Receiving

- Keep receiving area clean.
- Inspect the delivery truck. Make sure it is clean and free of odors. Check food temperatures, paying particular attention to frozen and refrigerated products.
- Look for signs of contamination and container damage. Reject these packages; their contents may also be contaminated or damaged.
- Check for separation between raw and ready-to-eat or prepared foods during transport.
- Store foods immediately.

STEP 3 Storing

- Use the First In First Out principle (FIFO). Older products should be used first.
- Store product in original packaging. Label foods with delivery date.
- Keep raw food separate from cooked or ready-to-eat products.
- Store foods at least 6 inches off the floor and 6 inches away from the wall.
- Keep storage areas clean, dry, and pest-free.
- Store chemicals away from foods and food-related supplies.
- Maintain, monitor, and record refrigerator, freezer, and dry storage temperatures.

STEP 4 Preparing

- Wash hands frequently, properly, and at appropriate times.
- Avoid cross-contamination.
- Keep foods out of the temperature danger zone.
- Use batch cooking to limit the time between preparation and service.
- Thaw foods properly.

STEP 5 Cooking

- Avoid cross-contamination.
- Cook foods to the proper internal temperature for appropriate time.
- Use a clean and calibrated food thermometer.
- Record internal food temperatures.

STEP 6 Serving and Holding

- Avoid cross-contamination.
- Keep foods out of the temperature danger zone.
- Monitor and record food temperatures.
- Monitor the temperature of hot holding and cold holding equipment.

STEP 7 Cooling

- Speed up cooling by using techniques such as:
 - Stir frequently.
 - Divide food into small quantities.
 - Use shallow, pre-chilled pans.
 - Use cooling bath or ice paddle whenever possible.
- Use a clean and calibrated food thermometer to check temperatures.
- Monitor and record food temperatures.
- Store foods appropriately—covered, labeled with product name and date prepared, and at the proper temperature.

STEP 8 Reheating

- Reheat to internal temperature of 165 °F for 15 seconds.
- Reheat food to 165 °F within 2 hours or less.
- Monitor and record internal temperatures of foods.
- Never reheat food in hot holding equipment.
- Reheat food only one time.